

**TOWN OF NORTHFIELD  
BOARD OF SELECTMEN  
Minutes of March 10, 2014**

- I. ROLL CALL.** Selectmen Brad Denny, Lynn Doney, Matthew Gadbois, Kenneth W. Goslant, and John Quinn III. Also present were Town Manager Robert Lewis, Acting Clerk Kenneth McCann, Kevin T. Beal (Village Trustee), and Kathleen Lott (*Northfield News*).
- II. PLEDGE OF ALLEGIANCE.** The Board members and the public were asked to rise and recite the Pledge of Allegiance.
- III. ORGANIZATIONAL MEETING OF THE SELECT BOARD**
- a. Election of Chair.** Selectman Goslant felt that since the current Boards of Town Selectmen and Village Trustees would combine when Town/Village Merger comes into effect on July 1, 2014, it probably would be best to continue the current Select Board leadership for the time being. Motion by Selectman Goslant, seconded by Selectman Denny, to reappoint John Quinn III as Chair. **Motion passed 4-0-1, with Selectman Quinn abstaining.**
  - b. Election of Vice-Chair.** Motion by Selectman Goslant, seconded by Selectman Denny, to reappoint Matthew Gadbois as Vice-Chair. **Motion passed 4-0-1, with Selectman Gadbois abstaining.**
  - c. Select Board Committee Assignments.** The consensus of the Board was that with merger approaching, the current committee assignments should be maintained (except for filling those held by former Selectman Chris Bradley). Motion by Selectman Denny, seconded by Selectman Gadbois, to assign the committees as follows: Community Energy: Selectman Denny; Economic Development: Selectmen Goslant and Quinn; Highway Subcommittee: Selectmen Gadbois and Goslant; Joint Management: Selectmen Doney and Gadbois; Labor Agreement and Bargaining: Selectmen Doney and Quinn; Norwich University/Northfield Municipality: Selectmen Denny and Doney; and Town/Village Merger: Selectmen Denny and Quinn. **Motion passed 5-0-0.**
  - d. Regular Meeting Schedule.** Motion by Selectman Gadbois, seconded by Selectman Goslant, to continue the current practice of holding the Town Selectmen's regular meetings on the second and fourth Monday of the month in the Community Room located in the Brown Public Library. **Motion passed 5-0-0.** It was noted that beginning in July 2014, the post-merger Northfield Select Board would hold its meetings on the second and fourth Tuesday of each month.
  - e. Designation of Official Newspapers.** Motion by Selectman Gadbois, seconded by Selectman Denny, to designate the *Northfield News*, the *Times Argus*, and the *Washington World* as the official newspapers. **Motion passed 5-0-0.**
- IV. SET/ADJUST AGENDA.** There were no changes to the posted agenda.
- V. PUBLIC PARTICIPATION:** None.
- VI. APPROVAL OF MINUTES**
- a. February 24, 2014 (Joint Board Meeting).** Motion by Selectman Denny, seconded by Selectman Goslant, to approve the minutes. **Motion passed 4-0-1, with Selectman Doney abstaining.**
- VII. APPROVAL OF BILLS**
- a. Warrant #18-14.** Motion by Selectman Denny, seconded by Selectman Goslant, to approve Warrant #18-14 in the amount of \$1,041,271.42. Chair Quinn noted that \$942,820 of this amount were property taxes that the Town had collected and forwarded to the Northfield School District. Selectman Goslant asked if a recent payment for Fairground Bridge replacement engineering services would be reimbursed by FEMA. Manager Lewis confirmed that it would. Selectman Gadbois noted a payment for a legal matter that he assumed had been settled. Manager Lewis stated that an extension had to be filed with the court in order to allow the occupant sufficient time to vacate the property. In addition, a federal lawsuit recently was filed regarding this matter. Selectman Gadbois asked if there still were plans to conduct an energy audit of the Brown Public Library/Northfield Historical Society building. Manager Lewis is still waiting to hear back from Efficiency Vermont on this. Selectman Denny, who was just reappointed as the Board's Community Energy representative, said that he would focus on such matters in the coming year. **Motion passed 5-0-0.**

- b. **Approval of Bi-Weekly Payroll through March 2, 2014.** Motion by Selectman Gadbois, seconded by Selectman Denny, to approve the bi-weekly payroll in the amount of \$63,649.26. Selectman Gadbois asked Manager Lewis if he still expected Police Department overtime expenses to decline with their new work schedule. Manager Lewis said that since this schedule began on March 2, 2014, any savings should be reflected on the next bi-weekly payroll report. **Motion passed 5-0-0.**

#### **VIII. LIQUOR CONTROL COMMISSION**

##### **a. Liquor License Renewal Applications**

- 1. **American Legion Club.** Motion by Selectman Gadbois, seconded by Selectman Goslant, to approve the liquor license renewal. **Motion passed 5-0-0.**
- 2. **Depot Square Pizzeria.** Motion by Selectman Gadbois, seconded by Selectman Goslant, to approve the liquor license renewal. **Motion passed 5-0-0.**
- 3. **Rustic Restaurant.** Motion by Selectman Gadbois, seconded by Selectman Goslant, to approve the liquor license renewal. **Motion passed 5-0-0.**

##### **b. Tobacco License Renewal Applications**

- 1. **American Legion Club.** Motion by Selectman Gadbois, seconded by Selectman Denny, to approve the tobacco license renewal. **Motion passed 5-0-0.**
- 2. **Dollar General Store.** Motion by Selectman Gadbois, seconded by Selectman Denny, to approve the tobacco license renewal. **Motion passed 5-0-0.**

#### **IX. SELECT BOARD**

- a. **Reappointment of Forest Fire Warden.** Motion by Selectman Denny, seconded by Selectman Goslant, to reappoint Brian Elwell as Northfield's Forest Fire Warden. Chair Quinn noted that Mr. Elwell has filled this role for a number of years and has done a very good job. **Motion passed 5-0-0.**
- b. **Announcement of Grand Juror Vacancy.** Since no one ran for Grand Juror on Town Meeting Day, the Town Selectmen will need to appoint someone to serve in this position until March 2015. The vacancy will be advertised in the *Northfield News*, on Trans-Video Channel 7, on the municipal website, etc. Applications will be accepted until the position is filled.
- c. **Joint Board Meeting: Tuesday, March 25, 2014, 6:00 p.m.** Manager Lewis believes that updated financial statements will be distributed in the packets for this meeting. In addition, he expects a report from Road Foreman Ramon Hudson.
- d. **Status Reports: Various Projects**
  - 1. **Economic Development Committee.** Selectman Goslant reported that the committee's meeting last week (02/26/14) was very productive. Village Trustee Dennis Donahue took the meeting minutes and they should be available soon. Chair Quinn noted that Phil Susmann, who is Norwich University's Vice-President for Strategic Partnerships, was present. Manager Lewis confirmed this and added that Mr. Susmann is very knowledgeable and has many good ideas regarding economic growth. Chair Quinn added that some Northfield residents have expressed interest in participating in these meetings. The regular meeting day is the last Wednesday of the month at 6:00 p.m. in the Municipal Building. The meeting agendas are posted in advance and can be viewed on the municipal website.
  - 2. **Former Selectman Chris Bradley and New Selectman Lynn Doney.** Selectman Goslant wished to thank former Selectman Bradley for his past years of service. Mr. Bradley now is a member of the Board of Listers. Chair Quinn also was grateful to Mr. Bradley and would like to welcome Selectman Doney as his replacement.

**X. MANAGER'S REPORT.** Manager Lewis asked if there were any comments or questions regarding his written report. He also had a couple of updates.

- a. 2008 Mack Truck.** Chair Quinn noted that this truck recently required a \$10,000 repair job. He asked when this vehicle was scheduled for replacement. Manager Lewis answered that it would not be for some time. He added that this truck has required about \$30,000 in repairs since it went off warranty about three (3) years ago. Manager Lewis would like all future truck purchases to include extended warranties, which he felt usually justified the extra expense at the time of purchase.
- b. Sidewalk Maintenance.** Chair Quinn has seen a number of different machines working on the sidewalks recently. Manager Lewis confirmed that the Highway Department has been trying out potential equipment. Due to cost concerns, we are now focusing on purchasing a Bobcat. Selectman Goslant noted that the current trackless seems to have problems with the Village's narrow and uneven sidewalks. He also felt that additional sand and/or salt should be put down. Manager Lewis said that the local sidewalks have been problematic for some time. This matter will need to be fully addressed after merger goes into effect. Chair Quinn thinks that the Highway crew is doing the best they can given the resources available. He also believes that most Vermont communities have had sidewalk problems this winter.
- c. Part-Time Police Officer Training.** Selectman Denny was pleased to learn that the Town will not be required to pay for sending part-time officers to the Police Academy. Manager Lewis confirmed this, noting that different levels of training are required for full- and part-time officers.
- d. 2014 Northfield National Night Out.** Manager Lewis has learned from Police Chief James Dziobek that due to a \$500 community grant from Northfield Rotary Club, Northfield will participate this year in the "National Night Out" program. According to Chief Dziobek's posting on the Front Porch Forum, National Night Out began in 1984 as "an effort to promote involvement in crime prevention activities, police-community partnerships, neighborhood camaraderie and send a message to criminals letting them know that neighborhoods are organized and fighting back." Residents interested in participating in the group that will plan this event, which will take place on Tuesday, August 5, 2014, should contact Chief Dziobek at the Police Station (485-9181).
- e. Northfield Middle School STAR Program.** Manager Lewis has been contacted by local STAR students regarding their ideas on how to improve Northfield's trail system. He will be meeting with them soon. Selectmen Denny and Goslant suggested (respectively) that the students also should be in contact with the Conservation Commission and the Recreation Committee.
- f. Northfield Town/School Report Delivery.** Chair Quinn felt that with the delivery problems that occurred this year, the Town probably should stop delivering the reports to every individual household. Manager Lewis believes that it would be more efficient and cost-effective to leave numerous copies at strategic locations around the community that interested residents could pick up themselves. This will allow the Highway Department to focus on road maintenance. Chair Quinn would like residents sufficiently informed of this change beforehand.

**XI. PUBLIC PARTICIPATION: Non-agenda items.** There was none.

**XII. ADJOURNMENT.** Motion by Selectman Gadbois, seconded by Selectman Goslant, to adjourn.  
**Motion passed 5-0-0.**

The Board adjourned at 6:47 p.m.

Respectfully submitted,

*Kenneth L. McCann*

Kenneth L. McCann, Acting Clerk

An audio recording of this meeting is available in the Town Manager's Office.

These minutes were revised and approved by the Town Selectmen at their meeting of March 25, 2014.